# Federal Outcome and PEP Reports Overview

Revised 10/3/05

Report Name	Report Number		
Family Assessments and Case Planning Timeliness	SM0801 a/b/c		

#### **Performance Measure**

Timeliness of family assessments and case plans for children determined to be unsafe and in need of agency managed ongoing services. Includes information on completion of case progress evaluations.

# **Target Population**

Report includes children who are open during the reporting period where there is an approved safety assessment for the case indicating that one or more children who are participants to the case are unsafe and safety services are agency managed. Includes children in out-of-home placement, children with an open court order (supervision) and children who are open but do not have a recognized legal status or are not in placement.

#### **National Standard**

N/A

# **CFSR Performance Item(s)**

Well Being Outcome 1, Item 17 – Needs and Services of Children and Parents

**Report Run Cycle** 

X	Annual	X	Quarterly		X	Monthly	X	On-Demand	
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**Report Output** 

	Statewide		County/Site		Case-Level		All County
X	Summary	$\mathbf{X}$	Summary	X	Detail	X	Comparison
	(c report)		(a report)		(a report)		(c report)

**Key Columns in Report** 

	1) Family Assessment Timeliness – Average days to approve family
	assessment.
Cymana arry	2) Case Plan Timeliness – Average days to approve case plan.
Summary	3) Case Progress Evaluation – Average days to approve case progress
	evaluations for children in placement and children under supervision or
	receiving voluntary services.
	Excel worksheet showing case ID (Column L), child ID (Column R),
Casa Laval Datail	approval dates for family assessment (Column Z), case plan (Column
Case-Level Detail	AB), case progress evaluation (Column AP) and ongoing services group
	(Column V)

#### **Other Comments/Considerations**

- 1) Report includes four parts:
  - A. Family assessments completed and timeliness
  - B. Case plans completed and timeliness
  - C. Case progress evaluations and timeliness for placement cases (90 days)
  - D. Case progress evaluations and timeliness for supervision and voluntary service cases (180 days)
- 2) Completion of family assessments, case plans and progress evaluations are based on the supervisor approval (completion) date, so assessments, plans and evaluations pending supervisory approval are not included.
- 3) The average number of days is determined using the mean.

#### **Attachments:**

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X	Report Field Definitions	X	·	Screen Shots		Summary Output

# **Report Key** – Family Assessments and Case Planning Timeliness (Summary only)

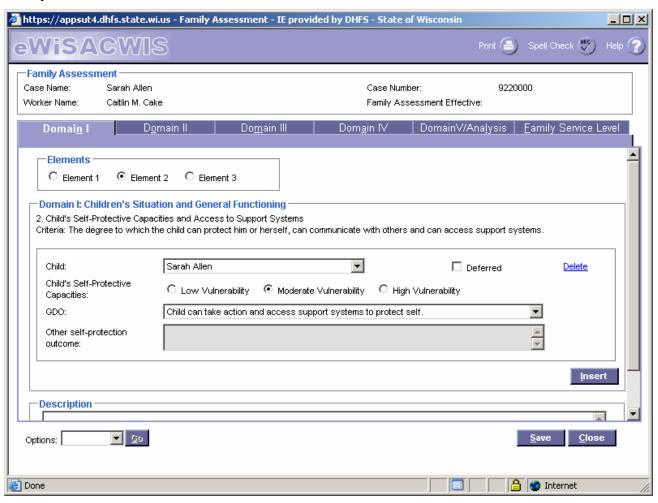
NOTE: Additional Report Keys by Family Assessment, Case Plan and Case Progress Evaluation are available

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County/Site	Calculations are grouped by County and by Site within the County.
	The County/Site comes from the primary assigned worker at the end
	of the reporting month. If no primary worker is assigned at the
	time of CPS Initial Assessment approval, the County/Site comes from
	most recent supervisory assignment at or prior to the end of the
	reporting month. If no supervisor is found, the County/Site comes
	from the most recent secondary assignment at or prior to the end of
	the reporting month.
Ongoing	Report includes cases for which an "Unsafe, Agency Managed" finding
Service Group	was documented as part of a CPS Initial Assessment. Report also
	includes cases for which an "Unsafe, Agency Managed" finding was
	documented on a stand alone Safety Assessment.
	The Ongoing Service Groups are as follows:
	Placement - cases with at least one child with in an Out of Home
	Placement at any time during the reporting month. The following
	Placement Statuses are excluded: Adult Corrections, Kinship Care -
	Voluntary, and Youth Correctional Facility. This may include some
	children who are in Juvenile Justice placements.
	Supervision - cases with no children in Out of Home Placement, but
	at least one child for whom an Agency Supervision - Legal Custody
	Court Order was documented for the child on the Legal Status
	window. The child's Court Order must not have expired nor been
	terminated prior to the beginning of the reporting month. To place
	the child in Legal Custody, the Legal Status window must have the
	following items:
	1) Legal Action of CHIPS Petition, Request to Extend Dispositional
	Order, or Request to Revise Dispositional Order
	2) Result of Dispositional order entered, Motion Granted, Order
	Extended, Order Revised, Petition-Granted, Request Granted
	3) New Legal Status of Agency Supe L/C Plcmnt w/parent, County
	Custody-DHFS Guardianship, Guardianship to DHFS
	Ongoing CPS - Voluntary - Children for whose family an "Unsafe,
	Agency Managed" finding was documented who did not have have an Out
	of Home Placement and who were not in Agency Supervision - Legal
	Custody.
	Voluntary - cases with no children in out of home placement during
	the reporting period and no children under Agency Supervision
	during the reporting period.
Cases in CPS	Number of Cases in CPS Ongoing during the reporting period.
Ongoing	
Avg Days to	Average Days to approve the Family Assessment. Calculated for all
Approve Family	approved Family Assessments.
Asmnt	
Avg Days to	Average Days to approve the initial Case Plan. Calculated for all
Approve Case	approved Case Plans.
Plan	
CPS Ongoing	Number of Cases in CPS Ongoing during the reporting period for
Cases with	which a Case Plan was also approved.
Approved Case	
Plan	

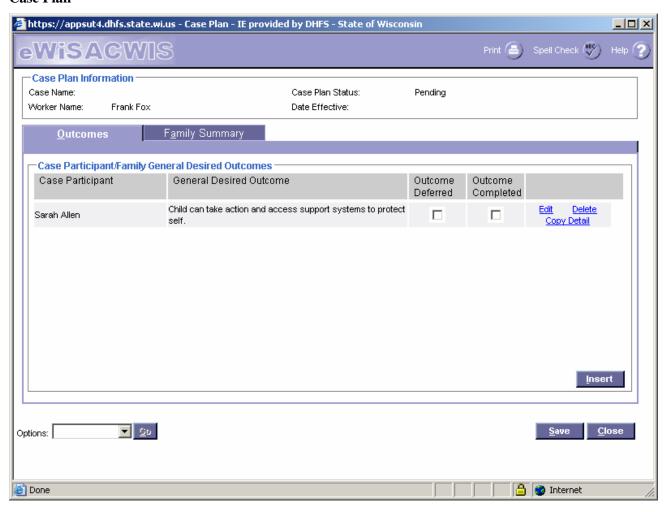
Avg Days to	Average Days to approve the initial Case Progress Evaluation.
Approve Case	Calculated for all approved Case Progress Evaluations.
Prgrss Eval	

# Window Screen Shots- Family Assessments and Case Planning Timeliness

### **Family Assessment**



#### **Case Plan**



# **Case Progress Evaluation**

